

RESUME

A.PRABU

NO: 53/71, POONDI THANGAMMAL STREET,
LAKSHMI KOVIL, NEW WASHERMENPET,
CHENNAI 600 081

Mobile: +91-9940358781

Prabu7683@gmail.com

OBJECTIVE:

My aim is to work in a challenging field that provides me with responsibility and to gain experience by the association with trained professionals. I represent and to ever increase upon my knowledge to improve the quality.

STRENGTH:

- I Have 20 years of work experience in Shipping Industry for Import & Export Documentation & Customer Service Department.
- Strong analytical capabilities and result-oriented approach to problem solving.
- Ability to organize, and experienced in working with a team-oriented setting.
- Ability to work independently on issues handling.

EDUCATIONAL QUALIFICATION:

- **MCA (Master of Computer Application)**
Bharathidasan University, Trichy (2013)
- **BCA (Bachelor of Computer Application)**
Alagappa University, Karaikudi (2009)
- **State Board [SSLC]**
Punitha Arockiya Annai High School, Keeranur (1998)

TECHNICAL QUALIFICATION:

- **DEEE (Diploma in Electrical & Electronics Engineering)**
ANNAMALAI POLYTECHNIC, Chettinad (2001)
- **HDCA (Honors Diploma in Computer Applications)**
CSC Computer Education, Chennai (2007)
- **Typing Skills in Lower (ENGLISH)**
Balan Institute of Commerce, Chennai

PROFESSIONAL EXPERIENCE:

- ❖ **Current Employer M/S. SIVA SHIPPING & TRANSPORT Working as Asst. Manager – Customer co-ordination Chennai from March 2nd 2015 to Feb'20th 2020 & Sep' 09TH 2021 to Till date**

Nature of Work:-

- Handling Import & Export Related works in local systems at the time of receiving the documents from Customers.
- Break Bulk Handling.
- Co-ordination with Consignee & Shipper
- Allocating to the work, split-up & arrangement the staffs.
- Updating of the cargo status to the customers promptly.
- Attending all Co-Ordination with the customers' queries related to the shipments.

- ❖ **M/S. ROBINSONS CARGO & LOGISTICS PVT LTD Worked as Sr. Executive- Customer co-ordination Chennai from 24th Feb 2020 to Sep 8th 2021.**

Nature of Work:-

- Co-ordination with Consignee, Shipper.
- Allocating to the work, split-up & arrangement the staffs.
- Updating of the cargo status, to the customers promptly.
- Attending all Co-Ordination with the customers' queries related to the Import shipments.

- ❖ **M/S. TRANSMARINE LOGISTICS Worked as Sr. Executive Documentation Chennai from June 18th 2012 to Feb' 6th 2015**

- ❖ **M/s. AHLERS LOGISTICS INDIA PVT LTD Worked as Sr. Executive Documentation Chennai from September 08th 2008 to May 31st 2012**

- ❖ **M/s. STANDARD SHIPPING SERVICES Pvt Ltd Chennai - from 2004 to August 31st 2008 Worked as Documentation Assistant.**

PERSONAL DETAILS:

Name	: A.Prabu
Father's Name	: Mr. L. Athimoolam
Date of Birth	: 14 June 1983
Marital Status	: Married
Nationality	: Indian
Address	: NO: 53/71, POONDI THANGAMMAL STREET, NEW WASHERMENPET, CHENNAI 600 081.

I hereby declare that the above furnished information is true and best of my knowledge.

Place: Chennai.

Date:


A.Prabu